



Barry County Central Dispatch
Administrative Board Meeting Minutes

October 17, 2019

- A. Forbes called the meeting to order at 7:00 pm.
The Pledge of Allegiance was recited.
- B. Roll call was taken.
Attendance: Forbes, Smelker, Hausler, Murphy, Wilson, Dunlap, Weeks
Absent: Redman, Cove, Vonseggern, Vujea
Others in attendance: Director Lehman (BCCD), Stafford (BCCD), Members of the Barry County Fire Association
- C. There were no amendments to the agenda.
- D. A motion was made by Wilson and seconded by Smelker to approve the agenda as written for today's meeting. **All in favor. Motion carried.**
- E. A motion was made by Wilson and seconded by Smelker to approve the minutes as written from the September 2019 meeting. **All in favor. Motion carried.**
- F. Committee Reports
 - a. Personnel Committee
 - 1. No meetings were held this month.
 - b. Finance Committee
 - 1. No meetings were held this month. A meeting will be set up for end of October to review end of year budget amendments.
 - c. Equipment Committee
 - 1. No meetings were held this month.
- G. Directors Report was reviewed and discussed.
- H. New Business
 - a. Radio equipment update – quote
 - i. The purchase of new radio equipment was discussed. This will be paid out of the State wireless budget. A motion was made by Smelker and seconded by Wilson to approve the purchase of the new radio equipment from Motorola in the amount of \$46,777.36. Roll call vote. **All in favor. Motion carried.**
 - b. Board seat vacancy – EMS Council appointment
 - i. The EMS Council will meet in early November and they will appoint a new representative to fill the vacant seat on the Administrative Board. That new member will be announced at the November meeting.
- I. Miscellaneous
 - a. Vacation Time – K Worm
 - i. The lost vacation time was discussed for telecommunicator Kurt Worm. He lost 22.5 hours of vacation upon his anniversary date per contract policy section 11.3. This states that you cannot carry over more than 100 hours of vacation time. Kurt was working on a two person shift and would not have been allowed to take this time due to staffing shortage. A motion was made by Weeks and seconded by Smelker to approve giving Kurt Worm back his lost 22.5 hours of vacation time. **All in favor. Motion carried.**

- J. September 2019 Budget Reports were reviewed. No questions or discussion.
- K. Expenses
 - 1. October 2019 operating disbursements were discussed. A motion was made by Murphy and seconded by Wilson to approve the October operating disbursements in the amount of \$13,655.37. Roll call vote. **All in favor. Motion carried.**
 - 2. October 2019 state expenses were discussed. A motion was made by Murphy and seconded by Wilson to approve the October state expenses in the amount of \$70,957.21. Roll call vote. **All in favor. Motion carried.**
 - 3. November 2019 contingent vouchers were discussed. A motion was made by Wilson and seconded by Smelker to approve the November 2019 contingent vouchers as provided. Roll call vote. **All in favor. Motion carried.**
- L. Old Business
 - a. Memorial Wall quote was discussed. This quote was higher than anticipated. We will be contacting the sign company to see if we can scale down the project. Also, some design changes will be requested.
- M. No public comment
- N. A motion was made by Murphy and seconded by Smelker to adjourn the meeting. **All in favor. Motion carried.** The meeting was adjourned at 7:30 pm.

The next Administrative Board Meeting will be held on Monday, November 25, 2019 at 2:00 p.m.

Respectfully submitted by Jamie Stafford